

**ISAAC ARCOS HUICOCHEA**  
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**TECHNICAL  
SKILLS**

**Languages/Frameworks:** SQL, HTML, CSS, Python, Java, Flask, Springboot, Thymeleaf, Jinja, VS Code, IntelliJ IDEA  
**Operating Environment:** Windows, Linux  
**Business Tools:** Database Management, Microsoft Office Programs, Microsoft Powerapps module, Adobe Premiere, WMS systems, HQMS systems, Excel Report Creation, Visual Studio Code, IntelliJ IDEA, GIT  
**Additional Skills:** ISO 9001, ISO 14001, Video Creation/Editing, Report Analysis/Creation, Metrics Delivery,

**EXPERIENCE**

**Business Analyst,** August 2017 –Present  
XPO Logistics, Memphis TN

- Managing QSI and QMS Databases to track employee requirements, deploy training as needed, and update/create documentation and submit for approval.
- Create reports that track employee engagement, supervisor participation on deployed apps, and overviews of the training/document data metrics to ensure we are trending in the correct way
- Develop/create applications using the Microsoft Powerapps module to streamline daily reports/audits from supervisors and drive participation on based apps
- Maintain and monitor database with app data to create and deliver high level reports to management

**Business Analyst,** November 2016- August 2017  
XPO Logistics, Olive Branch, MS

- Authoring and documenting the existing process for clarity
- Implementing 5S/LEAN strategies to help maximize usage of space and minimize waste
- Train new associates on established process to standardize throughout.
- Communicating with customer concerning needs/issues
- Coordinating with carriers to expedite shipments and meet customer needs
- Delivering actionable metrics on shipped goods to upper management and customer to ensure the customer needs are met

**Database Coordinator/ EMR ,** February 2015 – November 2016  
XPO Logistics, Memphis, TN

- Creating, editing, updating, and formatting documents relating to site work procedures, training documents, and other site documents
- Maintaining all records relating to training and updating the QMS record database to reflect the changes.
- Managing the site EMS system and maintaining all applicable records of necessary documentation
- Opening and resolving site CAR/PARs.
- Coordinating with IT to implement update patches
- Coordinated with site management to implement changes to product packaging/product design.
- Leading implementation of LEAN initiatives site wide
- Worked closely with Site Management to manage ISO9001 and ISO 14001 certifications/ensure compliance

**EDUCATION**

» **LaunchCode 101 Program,** July 2019  
**Experience with :** Python | Java | SQL | HTML & CSS  
» **General Secretary 101,** May 2014  
**Learned :** Time Management | Windows Office Software Suite | Windows OS  
» **Kirby High School,** May 2012  
**Graduated with Honors Diploma | #18 in Graduating Class | 4.0 GPA**